



STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES &
ENVIRONMENTAL CONTROL

DIVISION OF WATER

89 KINGS HIGHWAY
DOVER, DELAWARE 19901

BOARD OF CERTIFICATION

PHONE: (302) 739-9946
FAX: (302) 739-8369

**Board of Certification for Wastewater Operators
Tuesday, December 4, 2018
DNREC, Richardson & Robbins Building
Conference Room B172
MEETING MINUTES**

In Attendance:

Board: Bryan Ashby, Brian Blackburn, Ira Kaiser and Mark Kondelis
DW: Alexis Capes, Jena Saxton, Ken Schoch, Nicole Smith and Faye Wheeler
Public: Jeff Deats (via telephone), Sarah Smith and Hilary Valentine

Chairman Brian Blackburn called the meeting to order at 9:06 a.m.

A quorum of the board is present.

- The agenda for the current meeting is approved.
- Minutes of the November 7, 2018 meeting are approved as submitted.

Old Business

- **Chesapeake Bay Grant Funds for Training Upgrades**
 - Hilary Valentine reports the questions were handed off to Faye Wheeler and just waiting to hear back.

New Business

- **Cool Branch**
 - The Board went through and answered all of Jeff Deat's questions regarding Cool Branch.
 - Jeff Deats reports they have already implemented some of these changes and will be making some more changes.
 - Ken Schoch says these clarifications will set a precedent for multi-plant facilities.
- **Board Member Position**
 - Seven candidates have applied for the upcoming vacant Member-At-Large position. The Ad Hoc committee will conduct interviews on behalf of Secretary Garvin on Wednesday, December 12, 2018.

- **BOC File Security**
 - Following discussion regarding the security of personal information contained in BOC files, the Board has decided to order new lockable filing cabinets for BOC files, Faye will redact social security numbers from current files and will update the Application for Certification to ask for the last four digits of social security number.
- **Continuing Education Course Approvals/Denials November**
 - Brian Blackburn discussed DRWA Operator's Handbook. He received credentials and went through the course. It did not take 10 hours. Mr. Blackburn has concerns about other Sun Coast classes that have been approved.
 - The Board reviewed classes submitted in November.
- **Operator License Renewals/Certifications/Expirations November**
 - The Board reviewed renewals, certifications and expirations.
- **Multi-plant Appeal – W. Nicholls**
 - Mr. Nicholls is the operator that was previously approved as a multi-plant operator. He sent in his renewal and listed a Staten Island, NY address. The Board previously decided to revoke his multi-plant approval. Mr. Nicholls is appealing that decision. After receiving his appeal letter, DW staff Faye Wheeler and Beau Croll traveled to Mr. Nicholls' Rehoboth Beach, DE address where he was not home and his neighbor informed us he doesn't really live there (only sometimes). Appeal is denied.
- **License certifications and renewals audit for November**
 - No files were pulled.

Nicole Smith introduced Surface Water's new Environmental Scientist Alexis Capes. Alexis and Jena will be conducting facility inspections and compliance sampling.

2019 Meeting Schedule was distributed.

Meeting was adjourned 10:23 a.m.

The next Board of Certification for Wastewater Operators meeting will be held on Friday, January 11, 2019 at 9:00 a.m. at Delaware Technical & Community College, Terry Campus, Corporate Training Center.

Respectfully Submitted,
Faye Wheeler, CAP, OM